

## TENBURY TOWN COUNCIL 2012/13 – TC08

Minutes of the **TOWN COUNCIL** meeting on **Monday 3<sup>rd</sup> December 2012 at 7.15 pm in the Pump Rooms, off Teme Street, Tenbury Wells.**

**PRESENT:** Mayor Cllr S. Corfield, Deputy Mayor Cllr G. Price, Cllrs S. Bowkett, J. Da Costa, M. Drummond, E. Hudson, D. Ingram, J. Morgan, A. Rigby, J. Watson, E. Weston, M. Willis

**IN ATTENDANCE:** Town Clerk, Cllr K. Pollock, Cllr P. Grove, Mrs Ruth Burgin MHDC, Mr Glynn Barratt Titterstone Clee Trust, 1 Member of the Press, 1 member of the public

### **8.1. Apologies. To receive apologies and to approve reasons for absence**

None

### **8.2. Declarations of Interest**

None

### **8.3. Public Participation. (15 minutes maximum duration).**

None

### **8.4. Ruth Burgin - MHDC – Recycling & Waste Management Officer to talk about recycling and waste management**

Ms Burgin informed Councillors that MHDC had received funding from the Department for Communities and Local Government, which would allow them to continue with weekly black bag waste collections and to introduce wheelie bins for recycling with new fortnightly collections. The wheelie bins would be introduced from April 2013 and each resident would receive written details of the new scheme in the New Year. Residents in properties down narrow lanes which could not be reached by the new refuse lorries would continue to use cherry sacks. Burgin hoped that with the patience and support of residents the scheme would be introduced smoothly. Details of MHDC Christmas refuse collection times were also provided. Ms Burgin was thanked for her attendance.

Cllr Drummond asked whether the information on the new bins could be sent out with the Council Tax Bills to save on postage but was told that unfortunately the details would not be finalised in time and it was not possible to delay the council tax billing.

Cllr Bowkett asked how long landfill could be used and whether there were future plans and was told that landfill capacity was a WCC responsibility but that the new incineration plant just given the go ahead in Hartlebury was scheduled to come on line by 2018 and would then be used. County Council had responsibility for waste disposal, District looked after collection.

### **8.5. Glynn Barratt – Titterstone Clee Trust – to talk about support for local tourism initiatives**

Mr Barratt informed Councillors about the work of the Trust in saving the Novers Lime Works and promoting the Clee. The Trust were currently looking to raise funds to turn the empty school building at Hopton Wafers into a visitor centre/ study centre / tea rooms as a gateway to the Clee. Mr Barratt hoped that the Council would support such tourist initiatives in their local area. Mr Barratt was thanked for his attendance.

### **8.6. To consider any matters arising re. items 8.4 or 8.5**

Re. item 8.5 Councillors felt this initiative to be good and were happy to support it.

**RESOLVED** that a letter of support be sent to the the Titterstone Clee Trust.

### **8.7. Worcester County Councillor's Report – Cllr K. Pollock**

- Cllr Pollock advised that land fill capacity in the county was in place until 2023 but that landfill tax was increasing massively hence the need to find alternatives. The incinerator project at Hartlebury had been born out of this need. It was an Energy from Waste, Combined Heat and Power (EfW, CHP) scheme and would be able to take 150K tonnes of Worcestershire waste plus 50K from Herefordshire. As a largely automatic plant it would not create many new jobs.
- Cllr Pollock advised that a leaflet was to be delivered to all households in Tenbury regarding forthcoming drainage works in the town and the Public Realm proposals. A steering group meeting was to be held on 4th December and an exhibition of the Public Realm proposals would take place on December 17<sup>th</sup> and 19<sup>th</sup> in the Community Centre and on January 8th and 17th in the Pump Rooms with WCC highways Representatives on hand to explain the proposals.
- Café 27 had recently put in a very good bid for funding and awaited the outcome.
- Congratulations to Bill Longmore the new PCC for West Mercia.
- The Clerk informed Cllr Pollock that the Fountain was to be returned to the Pump Rooms on December 20th thanks in large part to the monies given from his Divisional Fund. Cllr Pollock was very pleased to hear this news at last.

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### **8.8. Malvern Hills District Councillor's Report – Cllr P. Grove**

- Cllr Grove informed Councillors that MHDC had now officially issued the letter of approval for the development of the cattle market site by Tesco. A meeting was planned early in the new year after which a much clearer picture should emerge of the likely work schedule. A press release had been sent out.
- The SWDP had not been ratified by MHDC in the previous week but a further meeting had been called on 10th December to discuss.
- Congratulations to the Town for the Christmas lights and the Mistletoe Festival events.
- PCC – Cllr Grove noted that each district council has a representative on the PCC panel to bring local issues to the fore.
- MHDC still awaiting news on the government grant funding they would receive but their Overview and Scrutiny committee were recommending a 2% increase in Council Tax.

Councillors were most concerned regarding the SWDP and the manner in which MHDC was handling this matter. They were concerned as to the impact in Tenbury if the plan were not given the go ahead on the 10th. Cllr Watson asked if any progress had been made with agreeing an alternative site for the household recycling site but was informed there was no change.

### **8.9. To confirm the Minutes of the Town Council meeting held on 5th November 2012.**

The minutes of the meeting held on 5th November 2012, were confirmed and signed by the Chairman as a true and correct record of proceedings.

### **8.10. To receive the Minutes and approve the resolutions of the meeting of the Premises Committee held on 19<sup>th</sup> November 2012.**

The Minutes of the meetings were received and resolutions approved.

### **8.11. To receive the Minutes and approve the resolutions of the meeting of the Amenities Committee held on 19<sup>th</sup> November 2012.**

The Minutes of the meetings were received and resolutions approved.

### **8.12. To receive the Minutes and approve the resolutions of the meetings of the Planning Committee held on 19<sup>th</sup> and 26<sup>th</sup> November 2012.**

The Minutes of the meetings were received and resolutions approved.

### **8.13. To receive the Minutes and approve the resolutions of the meeting of the Finance Committee held on 26<sup>th</sup> November 2012.**

The Minutes of the meetings were received and resolutions approved.

### **8.14. To approve the Monthly Accounts to November 2012 and the Outstanding Accounts for December.**

Appendix A.

**RESOLVED** that the Monthly Accounts be approved and the Outstanding Accounts be approved for payment.

### **8.15. To consider granting of a dispensation up until the next ordinary elections to all councillors who live within the council boundaries to enable them to participate in any discussions or vote on any matter in relation the setting of the Council's budgets and the annual precept.**

**RESOLVED** to grant a dispensation up until the next ordinary elections to all Councillors who live within the council boundaries to enable them to participate in any discussions or vote on any matter in relation the setting of the Council's budgets and the annual precept.

### **8.16. To consider a recommendation from the Finance & Staffing Committee for the Budget for 2013/14**

Members had reviewed the budget proposals made by the Finance and Staffing Committee. See attached Appendix B. There was general agreement with the proposals made. However Cllr Watson expressed concern over the increase in funding required and repeated again that more effort should be made to keep percentages low and to increase revenue. The Mayor felt that Councillors needed to come up with concrete practical proposals for proper consideration. Saying that revenue needed to be increased was not the same as actually putting forward real proposals to do so. Budgets could not be set in the hope that revenue would increase if there was no idea as to how this could be achieved. Work needed to be done to devise and implement proper plans for increased revenue.

**RESOLVED** with **11 For** and **1 Abstention** (Cllr Watson) that the budget for 2013/14 proposed by the Finance & Staffing Committee be approved by this Council

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### **8.17. To consider a recommendation from the Finance & Staffing Committee for the Precept to be set for 2013/14.**

Having approved the budget proposals the Precept requirement for 2013/14 would be set at £129,314. Cllr Watson remained concerned that the increase in precept was too high and felt the approval for an assistant to the Town Clerk should have been discussed at Full Council. Members of the Finance and Staffing Committee felt that the agreement to budget for such a position was the first necessity as without such agreement there could be no decision made on taking on another member of staff.

**RESOLVED** with **11 For** and **1 Against** (Cllr Watson) that the 2013/14 precept sum of £129,314 be approved by this Council

The Clerk noted that the introduction of the Localism Act brought with it some changes to ways of setting and controlling Council Tax. Unfortunately, Central Government had still not completely defined the mechanisms to be used, which left both collecting authorities (MHDC) and precepting authorities (TTC) unsure as to how to proceed. Advice from NALC was that local councils should await clarification before submission of their precept. This was expected by mid December. The Clerk would therefore await further clarification from NALC and WCALC before submitting the agreed precept, or, should it become necessary, re-table the requirement for further discussion once the situation became clear.

### **8.18. To consider suggestions received regarding traffic movements in the town. (Cllr Watson)**

Suggestions regarding revisions to traffic flows and movements in the town had been received from local resident Mr B. Casken. Councillors felt the proposals were a mixture of good and bad but were grateful for the interest shown by Mr Casken. In light of the imminent Public Realm consultation, Councillors felt it would be wise to see those proposals first before making any further comment. The Clerk was asked to thank Mr Casken for his interest and to encourage him to participate in the consultation on Public Realm.

### **8.19. To receive an update on the Regal and its management by the Regal Tenbury Trust.**

The Mayor reported that in the first few months the Trust's initial projections on turnover had been greatly exceeded. The varied programme had seen some very popular films ( Best Exotic Marigold Hotel Average audience size was over 100 and to date 5500 tickets had been sold. Live streaming events had been a success with Nutcracker on the way to selling out. On average 25% of tickets were sold online, but for some live shows up to 85% of tickets were sold online and people were travelling from as far afield as Plymouth, London and Bournemouth which must be good for the local economy as they were unlikely to be in town for the show alone. Gross ticket sales to date had reached £60K although that should not be confused with actual profit – running costs and other overheads had to be accounted for. Nonetheless it was a very good start for the Trust and with a new brochure just out, this boded well for the next quarter.

### **8.20. To be informed of any Licensing Applications from the MHDC Website**

None

### **8.21. Correspondence for Information**

Copies of the formal approval letters just issued for the Tesco supermarket development had been received.

### **8.22. Clerk's report including any Urgent Decisions since the last meeting**

None

### **8.23. Councillors' reports and items for future agenda**

The Mayor invited all Councillors to a Carol Concert at St Mary's Church on Sunday 23<sup>rd</sup> December at 6:30pm

Meeting closed at 9:00 pm

Signed .....

Dated .....

**ACCOUNTS NOVEMBER 2012****Bank Balances as at 30th November 2012**

Barclays Current A/C - 007 Savings	£	11,218.41
Barclays Current A/C - 023	£	24,944.61
Barclays Re-cycling A/C - 104	£	9,736.15
Barclays HLF grant A/C - 143	£	9,037.95
WCC Deposit A/C	£	5,939.26

**Payments in November**

05/11/12	Barclays	Bank Charges Aug-Sept	25.02	
05/11/12	Barclays	Bank Charges Aug-Sept	8.66	
23/11/12	A James	Bus Shelter Cleaning	16.00	
29/11/12	British Gas Business	Electric Pump Rooms 30/04/12-30/09/12	268.76	
19/11/12	Park Circus Limited	Everybody Dance DVD	36.00	1
15/11/12	British Gas Business	Gas Regal 1/8/12-3/9/12	328.48	
23/11/12	Abraxas Catering Limited	Gas Safety check - Community Centre	108.00	
23/11/12	Bromyard Tool & Plant Hire Limit	Hire Scaffold - Regal Curtains	72.00	
07/11/12	Entanet	Internet November 2012	16.64	
23/11/12	Advantage Business Supplies Ltd	Laminating Pouch & Rubber Bands	26.73	
23/11/12	West Mercia Supplies	Lease Printer/Photocopier	108.36	
21/11/12	Mr C. Bunn	Lengthsman Scheme - October	210.00	
23/11/12	MJN Design Limited	Lighting Consultation Fees	240.00	
30/11/12	DFP (UK) Ltd	Oct - Dec 2012	108.00	
23/11/12	Hatton Machjnery	Oil for Mowers	20.00	
23/11/12	UK Fuels Ltd	Petrol - Mowers	36.52	
14/11/12	Petty Cash	Petty Cash	100.00	
23/11/12	J. G. Banfield & Sons Limited	Polyfila & Strimmer Line	8.95	
23/11/12	A.H. Caldicott & Sons	Post Fix - resiting bins on Burgage	35.70	
07/11/12	Malvern Hills District Council	Rates - Car Park	405.00	
07/11/12	Malvern Hills District Council	Rates - Pavilion	32.00	
07/11/12	Malvern Hills District Council	Rates - Pump Rooms	288.00	
07/11/12	Royal British Legion (Tenbury We	Remembrance Day Wreath	21.50	
23/11/12	Rural Property Solutions	Replacement Gate Play Area Refix Crayons	165.00	
23/11/12	Chris Holloway Engineering Servi	Reset Rubbish Bins on Burgage	160.00	
12/11/12	Malvern Hills District Council	Rural Rate Relief - Post Office	140.26	
08/11/12	Npower Ltd	Streetlighting 1/7/12-30/9/12	650.48	
08/11/12	Npower Ltd	Streetlighting 1/7/12-30/9/12	5.34	
23/11/12	Special Occasions	Table Covers & Napkins etc	40.94	
			<u>3,682.34</u>	
	Wages		£	4,564.76
	<b>TOTAL PAYMENTS</b>		<b>£</b>	<b><u>8,247.10</u></b>

**Accounts Due in December 2012**

David Symons	Animation Workshop HAO	400.00	1
Barclays	Bank Charges Oct-Nov	50.79	
Barclays	Bank Charges Oct-Nov	16.56	
Jewson Leominster	Boards for base of tennis court fence	380.87	
A.James	Bus Shelter Cleaning	16.00	
Severn Trent	Changing Rooms Water 21/5/12-16/11/12	55.24	
Vistaprint	Christmas Cards	39.47	
Lights 4 Fun	Christmas LED lights 1200	40.80	
British Gas	Electric Changing Rooms 1/8 - 1/11	70.02	
British Gas	Electric Pavilion & Shed 1/8 - 1/11	120.69	
Entanet	Internet December 2012	16.64	
Mr C. Bunn	Lengthsman Scheme -November	210.00	
J. G. Banfield & Sons Limited	Litter Picker/Line Marker Spray	20.75	
PWLB	Loan Repayment	1,978.79	
Mr M. Morris	Mole Control Palmers	54.00	
Aspli Safety	Ranger Litter Picker	31.91	
MHDC	Rates - Car Park	405.00	
MHDC	Rates - Pavilion	32.00	
MHDC	Rates - Pump Rooms	288.00	
J & C Joel Ltd	Regal Stage Curtains	3,795.60	
Severn Trent	Regal Water 24/5/12-21/11/12	157.72	
D Bufton	Second Hand Hover Mower	40.00	
Kids In Museums	Teen Workshop HAO	75.00	1
BT Business	Telephone Set Up - Regal	1,045.78	
Tubeclip Ltd	Ubolts & nuts Tennis Court Fence	32.64	
Sound Associates	Regal Projector Works	960.00	

Notes

1. Paid from HLF account.

**£ 10,334.27**

**ACCOUNTS NOVEMBER 2012****Receipts in November**

30/11/12	WCC	Lengthsman sceme OCT	210.00
01/11/12	Regal Tenbury Trust	Rent - November	367.00
14/11/12	Mayor Halloween Supper	Raffle	156.14
14/11/12	Burford Pre School Group	Hire Pump Rooms 30/10	27.00
14/11/12	Tenbury United FC	Lease Installments 1 & 2	241.75
14/11/12	Tenbury Youth FC	License Fee 2012/13	1.00
14/11/12	Changing Room Meter	Collected Monies	40.00
14/11/12	Tenbury in Bloom	Use of Pump Rooms	2.00
15/11/12	M. Chase	Post Office donation	140.26
15/11/12	H. Baldwin MP	Hire Pump Rooms - Surgeries	40.00
16/11/12	Age UK	Hire Pump Rooms 21/09/12 Blanket Testin	49.00
19/11/12	Tenbury Rugby Football Club	2011/12 Season License Fee Installment 4	292.00
19/11/12	Tenbury Youth Rugby Football Cl	2012/13 Season License Fee due 22nd Aug	1.00
19/11/12	Tenbury Rugby Football Club	2012/13 Season License Fee Installment 2	147.50
19/11/12	Hilary Foxwell	Hire Pump Rooms October 2012 - 2.25 Hr	66.00
20/11/12	Police Commissioner Public Meet	Hire Pump Rooms 19th October	22.50
21/11/12	A. H. Caldicott	Funeral Tea ref Mrs Ingrid Watts	15.00
23/11/12	L. Lane	Hire Pump Rooms Party	15.00
20/11/12	1st Tenbury Scouts	Ground Rent - Scout Hut	5.00
26/11/12	ABC Fostering Ltd	Hire Pump Rooms Training Sessions 2nd, 3	245.00
29/11/12	Tenbury Round Table	Use of Palmers Meadow for Bonfire	110.00

**TOTAL RECEIPTS****£ 2,193.15****Invoices Due as at 30th November 2012**

630	John Sterling	CAR BOOT SALES	460.00
652	Barnados Teme Valley Childrens	Pump Rooms Hire	885.50
653	Dancefest	Pump Rooms Hire	464.00
655	Tenbury Chamber of Trade	Hire Pump Rooms 22nd May 2012	22.50
659	Countryside Service - Health Wal	Pump Rooms Hire	60.00
661	Tenbury United Football Club	2012/13 Season License Fee Installment 2 due 15th November 2012	241.75
663	Norwell Lapley Events	Chair Hire	24.00
			<b>£2,157.75</b>

2013-14 Budget Proposals Nov 2012

NEW OVERVIEW						
	2012 / 13 BUDGET AGREED JAN 2012	2012 / 13 REVISED JUNE 2012	ACTUAL END NOV 2012	PROJECTED TO END MARCH 2013	2013 / 14 BUDGET PROPOSAL	VARIANCE to 2012/13
<b>TOTALS</b>						
<b>EXPENDITURE</b>	<b>BUDGET</b>	<b>BUDGET</b>	Actual		<b>PROPOSED</b>	
PREMISES	36750	40356	26,767.19	32013	32760	<b>-3,990</b>
AMENITIES	19030	19030	6,186.21	16809	24500	<b>5,470</b>
ADMINISTRATION	90812	87206	53,067.42	85287	100950	<b>10,138</b>
SUBTOTAL	146592	146592	86,020.82	134109	158210	<b>11,618</b>
TOTAL	<b>146,592</b>	<b>146,592</b>	<b>86,021</b>	<b>134,109</b>	<b>158,210</b>	<b>11,618</b>

OVERVIEW						
	2012 / 13 BUDGET AGREED JAN 2012	2012 / 13 REVISED JUNE 2012	ACTUAL END NOV 2012	PROJECTED TO END MARCH 2013	2013 / 14 BUDGET PROPOSAL	VARIANCE to 2012/13
TOTALS						
<b>INCOME</b>						
PREMISES	9450	9450	2,305.00	6715	10550	1,100
AMENITIES	5925	5925	3,678.75	5693	5516	-409
ADMINISTRATION	12245	12245	26,189.12	12160	12830	585
SUBTOTAL	27620	27620	32,172.87	24568	28896	1,276
PRECEPT	118972	118972	118,972.00	118972	129,314	10,342
GRAND TOTAL	146592	146592	151,144.87	143540	158210	11,618



2013-14 Budget Proposals Nov 2012

AMENITIES	2012 / 13 BUDGET AGREED JAN 2012	2012 / 13 REVISED JUNE 2012	ACTUAL END NOV 2012	PROJECTED TO END MARCH 2013	2013 / 14 BUDGET PROPOSAL	
<b>EXPENDITURE</b>						
Property Running Costs						
<b>Bowling Green</b>						
Treatment & Scarifying	2800	2800		1500	1500	-1,300
Regular Upkeep						
<b>Bowling Green</b>	<b>2800</b>	<b>2800</b>		<b>1500</b>	<b>1500</b>	<b>-1,300</b>
<b>Tennis Courts</b>						
Repair & Upkeep	500	500	329.39	500	1000	500
Path	250	250		250	500	250
<b>Tennis Courts</b>	<b>750</b>	<b>750</b>	<b>329.39</b>	<b>750</b>	<b>1500</b>	<b>750</b>
<b>Burgage</b>						
Grass Cutting	1700	1700		1700	1900	200
Kyre Banks	700	700		700	800	100
Play Area	500	500	351.75	500	500	
Shrubs & Flowers	500	500	136.00	500	500	
Japanese Knotweed	630	630	119.00	250	500	-130
Premises License					100	100
Honeycomb Grid re. Access/Parking					2000	2,000
Play Area					2000	2,000
<b>Burgage</b>	<b>4030</b>	<b>4030</b>	<b>606.75</b>	<b>3650</b>	<b>8300</b>	<b>4,270</b>
<b>Palmers</b>						
Grass Cutting	1700	1700		1700	1900	200
Hedge Cutting	100	100		100	100	
Car Park Rates	4100	4100	3240.00	4100	4300	200
Car Park - Re Paint Lines					1000	1,000
	<b>5900</b>	<b>5900</b>	<b>3240.00</b>	<b>5900</b>	<b>7300</b>	<b>1,400</b>
<b>General Costs</b>						
Groundsman Tools	200	200	209.14	209.14	300	100
Petrol/Diesel	400	400	124.04	200	300	-100
Maintenance of Equipment	600	600	523.50	600	600	
Maintenance Costs	1000	1000	459.17	1000	1000	
Tree Work	2000	2000		2000	2000	
Groundsman's Training	350	350			700	350
	<b>4550</b>	<b>4550</b>	<b>1315.85</b>	<b>4009.14</b>	<b>4900</b>	<b>350</b>
	18030	18030	5491.99	15809.14	23500	5,470
<b>Contingency Fund</b>	1000	1000	694.22	1000	1000	
<b>AMENITIES TOTAL</b>	<b>19030</b>	<b>19030</b>	<b>6186.21</b>	<b>16809.14</b>	<b>24500</b>	<b>5,470</b>

AMENITIES	2012 / 13 BUDGET AGREED JAN 2012	2012 / 13 REVISED JUNE 2012	ACTUAL END NOV 2012	PROJECTED TO END MARCH 2013	2013 / 14 BUDGET PROPOSAL	VARIANCE to 2012/13
<b>INCOME</b>						
<b>Bowling Green</b>						
Bowling Club	540	540	539	539	550	10
Bowling League	540	540	539	539	550	10
Pay per Use Fees						
	1080	1080	1078	1078	1100	20
<b>Tennis Courts</b>						
Tennis Club Fees	938	938	938	938	939	1
Pay per Use Fees	250	250	238	250	250	
	1188	1188	1176	1188	1189	1
<b>Burgage</b>						
Bonfire	110	110		110	120	10
Car Boot Sales	700	700	140	600	600	-100
	810	810	140	710	720	-90
<b>Palmers</b>						
Football Club	967	967	480	967	967	
Rugby Club	590	590		590	600	10
May Fair	735	735	735	735	735	
Skip Rent, annual.	350	350		350		-350
Scout Hut	5	5		5	5	
	2647	2647	1215	2647	2307	-340
<b>Other</b>						
Cemetery charges	200	200	70	70	200	
	200	200	70	70	200	
	5925	5925	3679	5693	5516	-409
<b>AMENITIES</b>	<b>5925</b>	<b>5925</b>	<b>3679</b>	<b>5693</b>	<b>5516</b>	<b>-409</b>

